



**Laketown Town Council
Work Meeting Minutes
February 23, 2026
Laketown City Office
10 North 200 East Laketown, Utah**

1. CALL TO ORDER

The Laketown Town Council held their regularly scheduled meeting on Monday February 23, 2026, this meeting was held at the Laketown City Office Building, located at 10 North 200 East, Laketown, Utah. Mayor Burdette Weston welcomed those in attendance and called the meeting to order at 7:01 PM.

Town Council Present:

Mayor Burdette Weston
Council Member Brandon Willis
Council Member Kris Hodges
Council Member Delora Wight
Council Member Denise Johnson

OTHERS PRESENT:

No one was present in the audience or joined via zoom

2. OPENING CEREMONY

CM Hodges conducted the opening ceremony and CM Gash led the pledge of allegiance

3. ROLL CALL

Brandon Willis
Burdette Weston
Denise Johnson
Kris Hodges
Delora Wight
Lisa Johnson

4. APPROVAL OF AGENDA

Mayor Willis asked for motion to approve the agenda. CM Hodges made the motion and was seconded by CM Gash. The motion carried unanimously

5. UPDATES FROM CLERK'S OFFICE (Lisa)

Power of Duties Handbook was distributed to each of the council members
Lisa received the UMCA Scholarship to cover her tuition for the UMCA conference in Cedar City on April 6-10, 2026

Remember Lisa is only human and makes mistakes and wanted to disclose the following:



- 1) She disclosed to the council at her home she logged into Amazon not realizing it was the town's account since it is associated with her cell number. After preparing her order and redeeming her amazon gift cards, did she realize she was in the wrong amazon account. She was unable to figure out how to un-redeem her amazon gift cards from the town account. She ended up placing her order, making sure it was charged to her personal credit card and she paid the taxes.
- 2) The draft minutes for the Town Council Meeting and Executive Meeting were inadvertently sent to the Springville Recorder.

The Town Council will not begin discussion on the following agenda items before 6:30 PM

6. QUESTIONS AND COMMENTS FOR MAYOR AND COUNCIL:

Any person wishing to comment on any item, not otherwise on the agenda, may address the town council at this point by addressing the mayor and town council and giving his or her name and address for the record. Comments should be limited to not more than three (3) minutes, unless additional time is authorized by the mayor. Citizen groups will be asked to appoint a spokesperson. This is the time and place for any person who wishes to comment on non-agenda items. Some items brought forward to the attention of the town council will be turned over to the clerk to provide a response outside of the town council meeting.

No one appeared to make comments

7. ITEMS OF BUSINESS

a. A proposed ordinance intended to facilitate large events within the Town while addressing and mitigating potential municipal liability with such events

To ensure responsible use of the public facilities while supporting both tourism and community events within the Laketown City limits, the council discussed in great depth the rental of the Laketown Rodeo. Estimated bleacher capacity at the arena is 3000.

Arena to both Commercial/for-profit and Nonprofit/Community events

- The following was determined For-Profit /Commercial Event:
 - 1) base rental fee \$4000 for event of 500 people or more, this will include a town council member or staff present at event
 - 2) revenue share of 10%
 - 3) Damage deposit \$10,000 for the derby, other event deposit will be determined by council
 - 4) Certificate of liability insurance naming Laketown City as an addition insured, amount to be determined by council
 - 5) Mass Gathering permit from Bear River Health approved 45 days before event so that event planner can present their approved plan to the town council
 - 6) plan for cleaning up the rodeo grounds and town streets
 - 7) plan on how they will manage parking
 - 8) speaker system is not provided
 - 9) use of the concession stand will be determined (may or may not be allowed by the council)
- The following was determined for Nonprofit/community events (Large Events):
 - 1) Rental fee - \$300 less than 499 people, \$500 more than 500 people, more than 1000 people fall under the commercial events



- 2) damage deposit to be determined by town council
- 3) Insurance requirement as required by city policy,
- 4) plan on managing parking
- 5) plan on cleaning up facilities and town streets if needed

Council concluded that this was a good starting point but not a final decision. Mayor Willis will work with an attorney on the writing of a contract with this information to be included. Also, the council would like the authority to adjust or waive fees and contracts as needed for each event. The council discussed in depth the impact events will have on the town and the parking situation.

Discussion on porta potty rental for the Town Park during the renovation

Mayor Willis discussed the email he had sent to all council members, that summarized what he and Kris had learned from their phone conversation with the water attorney and her answers to the questions he had presented to her.

- 1) Reduce the impact fee: yes, but you need to give the same public notices as if you are starting over. It can be effective immediately.
- 2) Well ban on private wells: Mayor Willis will discuss this later in the meeting
- 3) Can the town require that for a building permit they must connect into the town culinary water system: aid yes and this is practiced in many cities. It is a very defensible option used in many other towns.
- 4) If one chooses to drill a domestic well, the town can charge for fire protection: Yes, town can charge for fire protection but was not recommended.
- 5) Minor well permit applications:
Discussion on 40-year study that is not currently mandatory for municipalities, but a requirement might be in the works with the legislation in the future. This 40-year study will allow the town to be able to bank water rights that are not currently being used. Currently there is no guarantee with the state that municipality won't lose banked water rights that are not currently being used.

b. The town water impact fee

Mayor Willis researched water impact fees that other towns located in Utah charge, he found that water impact fees ranged from \$3000 to \$29,900. Water Connection fees ranged from out-of-pocket cost to \$7000. It was discussed that the smaller communities will have larger fees because they can't rely on consistent growth. Where larger communities can rely on consistent growth.

Mayor Willis discussed the possible funding from the Community Project Funding for 2027.

The council discussed in great depth whether the following fees should be reduced: water impact fee, fee in lieu of a water share and connection fee.

The following was determined for the "one off lots" for residential:

½ acre lot: \$9500 impact fee, \$6400 in lieu of a water share, \$5000 connection fee (no change)

1 acre lot: \$9500 impact fee, \$16000 in lieu of water share, \$5000 connection fee (no change)

Subdivisions are not included in these reductions, No change to Subdivision requirements.

c. A potential fee in lieu of the dedication or transfer of a water share

In depth discussion on the dollar value of a water share. This topic was mostly covered with discussion under item 7b.



- d. **A possible requirement that properties located within the Town's water service area connect to the Town's culinary water system**
Discussed earlier in the meeting.
- e. **The recently enacted prohibition on new private well**
Discussion on changing the new ordinance, and well permits with the State

Mayor Willis asked for a motion to go into executive session to discuss potential litigation issues. CM Weston made the motion and seconded by CM Hodges. Motion passed unanimously.

TIME: 9:25 PM

8. EXECUTIVE SESSION

TIME: 9:50 PM

Mayor Willis opened the Town Council Meeting.
Mayor Willis asked for roll call from council members present.
Brandon Willis
Burdette Weston
Kirsten Gash
Denise Johnson
Lisa Johnson

Discussion on when fees should be paid and if fees could be held off
Ordinance 8.1.3.C.3 was read by Mayor Willis: *"Time Of Collection: Unless otherwise allowed by the Town Council, fees and Impact Fees shall be paid to the Town prior to the issuance of a building permit. Individuals may NOT prepay any fees."* this gives town council authority to hold off on collecting the water impact fees and water fees for the new building permits being discussed at the next P&Z meeting. The collection of these fees can be held off until the new ordinance is passed if allowed by town council.

Mayor Willis will work with Kendell on preparing the Ordinance to change the impact fee for residential connections, fee in Lieu of water share, condition for a building permit must connect to culinary water system and eliminate well ban and replace with the requirement to hook up to the town water system.

Discussion on when P&Z and Town Council should advertise for upcoming Public Hearings in March and April.
P&Z next meeting is March 25th, they should advertise around March 13th
Town Council next meeting is April 1st; we should advertise around March 20th.

9. ADJOURN

Mayor Willis asked for a motion to adjourn. CM Gash made a motion to adjourn seconded by CM Weston. Motion carried unanimously. The meeting adjourned at 10:06 PM